

Professional and Managerial Branch  
Planning Group  
Transportation Series

**TRANSPORTATION PLANNER I**

06/01 (REB)

*Summary*

Under general supervision, assists in performance of all phases of surface transportation planning; performs related duties as required.

*Typical Duties*

Assist in the preparation of transportation studies for future roads, transit terminals and facilities, and modifications to existing roadways; collects and analyzes data pertaining to road use and transportation statistics; prepares statistical summaries of data collected; prepares maps, charts and graphs; prepares grant applications.

Collects air quality and other environmental impact data and assists with analysis and reporting. Provides information and guidance to International, Federal, State and local agencies and advisory committees and represents the department at public meetings.

*Minimum Qualifications*

Training and Experience: Graduation from an accredited college or university with a Bachelor's degree in Transportation Planning, Urban Planning, Civil Engineering or a closely related field; or an equivalent combination of training and experience.

Knowledge, Skills and Abilities: Good knowledge of personal computer applications; some knowledge of the principles and practices of transportation planning.

Ability to read, follow and interpret State and Federal regulations; ability to apply statistics and mathematics to planning problems; ability to analyze data and do mathematical calculations for factors such as street slopes and grades; ability to comprehend legal descriptions of property; ability to establish and maintain effective working relationships with fellow employees, officials and the general public; ability to express oneself clearly and concisely, both orally and in writing; ability to maintain records and prepare reports.

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Director of Personnel

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Department Head